

**Lane Fire Authority & Santa Clara Fire**  
**Minutes for October 17th, 2023 Board Meeting**  
88050 Territorial Rd., Veneta, OR

The regular board meetings for Lane Fire Authority and Santa Clara Fire were called to order by Lane Fire Authority Board President Pete Holmes at 1:13 pm and Santa Clara Board President Russ Sirotek at 1:15 pm. Both meetings were held virtually and in person.

**Board Members Present:**

Pete Holmes    Bill Clendenen    Ryan Walker    John Baxter    Greg Deedon  
In person                      Virtually                      In person                      In person

Rod Graves    Susan Smith    Don Phillips    Russ Sirotek    Mike Dennis  
Virtually                                           Virtually                      Virtually                      In Person

**Minutes, Treasurer’s Report and Bills:**

<b>Topic</b>	<b>September 2023 Board Minutes</b>
<b>Discussion</b>	Board minutes were previously sent to all board members. The attendance box should be checked for Mike Dennis and Don Phillips.
<b>Action taken</b>	John Baxter made a motion to approve the September 2023 board minutes, seconded by Ryan Walker. All ayes.

**Treasurers Report:**

District needs were discussed at the last budget & finance meeting.

The district received another membership check from Life Flight \$13,122

Taxes have not started coming in yet.

Beginning to see GEMT/CCO reimbursements come in.

Received a report from Oregon Health Authority regarding what the district can expect for future CCO reimbursements. The amount to be reimbursed is approximately \$250,000 – some of which the district has already received. Jan 1 to June 30

On the GEMT side we are just beginning the process to submit for our fee for service.

**Correspondence:**

Chief Borland read a thankyou note from a local patron.

**Promotions:**

None

**Chief’s Report:**

**Radio Governance Committee** - The Radio Governance Committee met last week to review the draft agreement with County tech service one last time. The transition to the county is official. As soon as the City of Eugene completes their audit, a check will be written to the fire side of the 134 fund. The funds will be used exclusively for the VHS radio system (maintenance, repair etc.).

The draft agreement was given to all chiefs at the Fire Defense Board meeting Thursday. There shouldn't be many, if any changes. Once the agreement is finalized, Chief Borland will send a copy to the board of directors.

**District Radios** - The district has a lot of antiquated radios. With the remaining ARPA and Banner Bank funds, the district will move forward with the purchase of 18 new portable triband radios with chargers and software at a cost of \$90,000.

**Hospital Wall Time Update** - Chief Borland met last Friday with McKenzie Willamette ER admin staff, Chiefs Wooten and Caven, to discuss wall time charges. Overall the meeting was positive. Nurses are now limited by statute to 3 patients. The issues that create extended wall time seem to be systemic with many hospitals. It was made clear to the hospital admin staff that districts do not want to charge however, extended wall times have created havoc for fire EMS crews. The district has a standby rate codified in the transport fee schedule, which is the rate that will be used for LFA.

**Banking Services** – The district is 100% collateralized with all accounts at Banner Bank. There is an account available with competitive interest rates along with being able to move money instantly. Information will follow about signature cards and what is needed.

SCF will be staying with the LGIP.

**Station 112 and the DEQ** - Chief Borland has left two voicemails with the DEQ with no response. He will continue to pursue the matter.

**Kristin Peterson** -Kristin will be retiring January 1, 2024. The position of quartermaster will be announced internally. If there is no internal interest the district will run an assessment center.

**Rescue 113** – Chief Borland and Captain Nelson will travel to Braun tomorrow to retrieve the medic that was at St 113. The problem has been fixed and the medic will be back on the front line soon.

**Painting and Striping** - The project document is at the attorney's office for review. Due to the cost of the project, it will need to go out for bid.

**GEMT Grand Report** – Chief Borland is working with our GEMT contractor to complete the "grand report". The purpose is to collect ambulance data for GEMT, Medicaid & Medicare. The information is being collected on all US providers in order to evaluate rates by geographical area, cost to provide service etc. If the district chose not to complete the report, there would be a 10% reduction in Medicare/Medicaid reimbursement.

**OSFM Engine Grant**- The engine should be ready for delivery to LFA by next fire season.

**Grant Update** – AC Wood is waiting to hear on the AFG Grant.

**Station 117** – AC Wood is waiting to hear back from Mid-Valley Ambulance regarding the lease agreement for station 117.

**Memorial Rededication** - The Jack Lamb memorial rededication is this Saturday at Station 116.

**IAFF:**

Bill congratulated Kavi Taraka on his promotion to EMS Lieutenant and to Kristin for her upcoming retirement.

**Maintenance:**

Captain Nelson gave an update on the Station 115 appliance remodel project.

Kristin Peterson will be retiring soon – she has been a great coworker.

**Public Comment:** None

**Volunteer Association:** None

**Best Practices:** None

**New Business:**

<b>Topic</b>	<b>LFA Surplus Pierce Engine vin#1PCP02DKA040197</b>
<b>Discussion</b>	The engine can no longer pass a pump test and it has a steel tank. The engine should be surplussed.
<b>Action taken</b>	Ryan Walker made a motion to surplus the engine, seconded by John Baxter. All ayes.

**Audits** – All board members were emailed copies of both audits. The only “ding” in the LFA audit was regarding the Type 6 bought with ARPA funds and not going thru the competitive bid process. Even though LFA always goes through Cascade for Type 6’s, a better job could have been done to meet state requirements for the bid process.

Chief Borland asked board members to review the audits and come to next month’s board meeting with any questions. Approving the audits will be on the November agenda.

An LFA “needs list” has been created per Santa Clara’s request. AC wood has been putting together information regarding requests to present to the boards. Currently, the information is in draft form for Chief Borland to review and then it will be distributed to the boards. The Santa Clara board may want to have a special work session to discuss the request list.

**Policy Review and Update:**

Chief Borland recently sent 5 policies to legal for review. Bill Potterf, shop steward, and AC Wood will also be reviewing the policies.

Once the policies are returned from legal, all board members will receive copies.

Chief Borland will begin circulating through policies for any needed updates.

**SCF Generator** – The generator that was at St 116 is no longer being used. LFA could use it at the Spencer Creek Station. At the November board meeting, there will be further discussion to come up with a plan. The SCF board did not have any issue with the generator going to Spencer Creek and agreed the transfer panel should be included with the generator.

**SCF Conex Containers** – SCF board would like to relocate the containers to St. 115 for storage. The containers still have miscellaneous items that are no longer used. The board would like BBQ items (owned by the Vol Assoc) donated to the VFW.

Chief Borland suggested possibly moving the containers to St. 101 and converting them to a small multi-level training prop.

**SCF Truck 161** – The antique truck may need a new home - possibly move it to Station 112. Relocating it needs more discussion.

#### **Old Business:**

**Chief's 360 Evaluation** – Director Deedon has asked for feedback on previous 360 questionnaires that were made available. The general consensus was that the questionnaires need to be edited, cleaned up and simplified.

Bill Clendenen has several ideas but did not have his notes with him.

Pete Holmes declared a conflict of interest.

There being no further business, the regular board meetings for Lane Fire Authority and Santa Clara Fire were adjourned by board Presidents Pete Holmes and Russ Sirotek at 2:06 pm.

**NEXT REGULAR BOARD MEETING: November 21<sup>st</sup> at 1:00 PM**

**LOCATION: 88050 Territorial Rd., Veneta**